

County Certified Prevention Specialist

The Certified Prevention Specialist (CPS) will motivate and mobilize her/his community to build and sustain on-going capacity with an active, local-level community coalition. The coalition, with primary facilitation from the CPS, should strive to promote coordination and collaboration to make efficient use of community resources; primarily at the local level, while collaborating regionally and at the state level, when appropriate and possible. The primary focus of this CPS facilitated coalition will be the prevention of the misuse and abuse of alcohol, tobacco, other drugs, and the prevention of suicide (ATODS), utilizing evidence-based prevention strategies and initiatives. The CPS will serve to educate and inform the coalition and other community stakeholders on current and evolving ATODS issues and work in collaboration and partnership to increase awareness, education, mobilization and action to promote overall community wellness. These efforts will be part of a capacity building and local decision-making process that will include conducting community needs assessments, researching evidence-based strategies and trainings, building community capacity, facilitating the development of coalition and stakeholder community strategic plans, implementation, continual reflection and consideration of mid-course adjustments, evaluation, etc., with intentional cultural competency and sustainability consideration.

Objectives and Responsibilities:

- Recruit local stakeholders into prevention coalition(s)
- Educate and build community capacity with coalition/local stakeholders about alcohol, tobacco, other drugs and suicide prevention
- Organize and facilitate meetings
- Research and utilize evidence-based prevention strategies
- Work with coalitions to create and implement data-driven strategic plans
- Directly present or facilitate presentations to educate and train various community organizations, entities, policy making boards, civic groups, etc.
- Manage monthly budget
- Work with media outlets including radio, newspaper, television, and internet
- Complete on-going data collection and reporting as required by the County Commissioners and funders
- Present updates at County Commissioners Meetings and attend other trainings and meetings, as required
- Research and review necessary trainings and educational opportunities for continued CPS and community education and training

Desired education & experience required:

- Bachelor's degree in public health, public administration/policy, sociology, education, communications, marketing, counseling, social work, psychology, or other health-related field and/or four years' prevention related experience and experience in community mobilization and capacity building.
- CPS must be certified in SAPST (Substance Abuse Prevention Specialist Training) or be able to be trained within six (6) months of hire.
- CPS must be IC&RC (International Certification & Reciprocity Consortium) for Prevention Specialists certified or able to acquire that certification within a year.

Preferred qualifications and professional experience

- Experience in the fields of prevention and/or wellness and/or mental health using evidence-based, environmental strategies.
- Knowledge of and experience using SAMSHA (Substance Abuse and Mental Health Services Administration) SPF (Strategic Prevention Framework) model
- Trained and educated on various evidence-based suicide prevention and mental health models (i.e.-QPR, ASIST, MHFA, CONNECT Postvention, etc.).

Public Health Response Coordinator

The Public Health Response Coordinator (PHRC) will coordinate the activities of the local and state health departments to increase overall preparedness. This position will identify public health emergency response strategies, analyze data from prior drills, events, and national incidents, and write/update plans annually. In addition, the PHRC position has a strong role in the community and will work with other first responders, health care agencies, non-government organizations, private industry, and public safety staff in training, education, and plan writing. This is a grant-funded position.

Minimum Qualifications:

- A bachelor's degree from an accredited college or university in planning, health science, public health, health administration or other closely related field;
- Two years of experience in emergency management activities preferred;
- A valid driver's license;
- Incident Command System certification preferred but will be available after appointment.

Desired Qualifications:

- Ability to work in a standard office environment.
- Ability to travel within the county, state, region, and nationally.
- Ability to lift 50 lbs.
- Ability to work at a desk and with a computer for multiple hours at a time.

The Emergency Response Coordinator will be responsible for the following:

- Coordinating the development and implementation of cross-divisional Big Horn County Public Health (BHCPH) preparedness and response planning, ensuring plans are integrated with and support the plans of the Wyoming Department of Health.
- Maintaining, train, evaluate, and edit plans specific to pandemic influenza, infectious diseases, the Strategic National Stockpile, radiological incidents, volunteer management and response, and the BHCPH Emergency Operations Plan.
- Follow responsibilities as outlined in the Public Health Response Capabilities document from the Centers for Disease Control and Prevention.
- Lead and participate in multiple meetings and committees throughout the county and state in public health and community planning and response.
- Provide technical advice to head officials in the Big Horn County Emergency Management relative to public health implications during an incident.
- Coordinate the participation of BHCPH staff in plan information, exercises, and incident responses.
- Work within the scope of duties as outlined by the contact agreement for the PHRC position between Big Horn County and the State of Wyoming, Department of Health.
- Assist other first responder agencies in the provision of the Emergency Support Function.
- Attend community planning meetings on emergency preparedness and response related to issues and concerns in the community, providing technical assistance when appropriate.
- As assigned, coordinate and facilitate meetings to support community planning, training and exercise activities, preparing agendas, minutes, presentations, routine correspondence, and research in support of such committees.
- Maintain the respiratory protection program for BHCPH employees.
- Monitor and maintain call lists for 24/7 contact.
- Monitor financial activities as related to multiple grants

- This position may be required to work evenings, nights or weekends when the situation requires it, such as (but not limited to) immunization clinics, emergency response, and/ or disease outbreaks. This position may occasionally encounter dangerous or unsafe conditions and is always prepared to remove self from the situation.

Salary Range: Depends on experience.

Big Horn County Government is an Equal Employment Opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability or protected veteran status. We will conduct background investigations for the final candidate being considered for employment.